



## **Minutes LIBRARY ADVISORY BOARD December 7, 2011**

**Minutes of the Library Advisory Board (LAB) recorded at 6:30 p.m. on December 7, 2011, within the Tempe Public Library's lower-level Meeting Room B, 3500 S. Rural Road, Tempe, AZ.**

**(MEMBERS) Present:**

Kirk Deem, Chair  
Paul Hubbell, Vice Chair  
Patricia (Trish) DeGraaf  
Johnny Tse  
Kurtis Zinger

**(MEMBERS) Absent:**

Dawn Thacker

**City Staff Present:**

Rachael Peterson, Administrative Assistant - Library and Cultural Services Division  
Adrienne Richwine, Deputy Director - Library and Cultural Services Division

**Guest(s) Present:**

None

**Agenda Item 1 - Call to Order**

- Kirk Deem, Library Advisory Board (LAB) Chair, called the meeting to order at 6:31 p.m. Deem further explained that the LAB welcomes public comment; K. Deem added that in accordance with the ***Arizona Open Meeting Law***, the LAB may only discuss matters listed on its meeting agenda(s). Deem stated that matters brought up by the public under Public Appearances that are not listed on meeting agendas may not be discussed by the Library Advisory Board. Deem affirmed that a three-minute presentation limit per person will be in effect.

**Agenda Item 2 - Approval of the November 2, 2011, Library Advisory Board Meeting Minutes Document**

- Johnny Tse requested that Rachael Peterson, City of Tempe Library and Cultural Services Division Administrative Assistant, update the unapproved November 2, 2011, Library Advisory Board (LAB) Meeting Minutes document to reflect the removal of his

name as it was listed in error to reflect his attendance at the LAB meeting that occurred on November 2, 2011.

- **MOTION:** Kurtis Zinger moved to approve the November 2, 2011, Library Advisory Board Meeting Minutes document with the proposed update requested by Johnny Tse.
- SECOND:** Johnny Tse seconded.
- DECISION:** November 2, 2011, Library Advisory Board Meeting Minutes document approved with proposed update.

### **Agenda Item 3 - Library Report**

- Adrienne Richwine, City of Tempe Community Services Department Deputy Director - Library and Cultural Services Division, announced her retirement from the City of Tempe effective December 16, 2011. Richwine thanked the Library Advisory Board (LAB) members for their service to the Tempe community, and further thanked them for their dedicated support that they continue to provide to the Tempe Public Library (Library), its patrons and to the Library staff members. Richwine announced that Sherry Warren, Tempe Public Library Manager, will serve as a City of Tempe staff liaison to the Library Advisory Board. Richwine affirmed that Rachael Peterson, City of Tempe Library and Cultural Services Division Administrative Assistant, will continue to serve as an additional staff liaison to the Library Advisory Board.
- A. Richwine reported that the recruitment process to fill her impending vacant position will begin on December 13, 2011.
- Paul Hubbell, Library Advisory Board (LAB) Vice Chair, wished A. Richwine well on behalf of the Library Advisory Board members. Kirk Deem, LAB Chair, further stated that A. Richwine will be missed and wished her great success in her future endeavors.
- A. Richwine acknowledged that the following items will be placed on the meeting agenda document for the LAB meeting scheduled to occur at 6:30 p.m. on January 4, 2012:
  - ***Tempe Public Library Operations Report;***
  - ***Mill Avenue Utility Boxes and Tempe Public Library Cards Report;***
  - ***Tempe Public Library Collections Policy;***
  - ***Library Advisory Board 2012 Slate of Officers.***
- A. Richwine reminded the LAB members that the Library's ***Summer Reading Program (Program)*** was successful; A. Richwine noted that in 2012, the Program's coalition will work to ensure that children will complete the Program. Richwine further explained that the ***Maricopa County Library District*** will work to integrate an ***Arizona Centennial*** focus into the Summer Reading Program. Richwine reported that youth County and State participants will have an opportunity to select a book online that they will receive via mail as a reward for their successful completion of the Program.
- A. Richwine stated that the Library staff members continue to generate Arizona Centennial-celebrating programs specific to Tempe. Richwine further stated that Sherry Warren, Tempe Public Library Manager, will be present at a future LAB meeting to discuss the Library's participation within Tempe-based Arizona Centennial-celebrating programs. Richwine acknowledged the inception of the following programs:
  - ***AZ 101:*** Guest Speaker Series presented throughout February, 2012;
  - ***Mysterious AZ:*** Book Series presented by Kim Garza, Tempe Public Library Manager;

- ***Fabulous AZ, Fantastic Tempe:*** Youth Event Series presented throughout February, 2012, specific to the City of Tempe Community Services Department.
- A. Richwine reported that the Library continues to collaborate with the City of Tempe's **311 Call Center** staff members to create a communications team to best address the needs of the Tempe community members and Tempe Public Library patrons.
- A. Richwine noted that the Library will play host to **early voting** within the Library's second floor Lobby beginning in May, 2012.

#### **Agenda Item 4 - 2012 Slate of Officers Nominations**

- Kirk Deem, Library Advisory Board (LAB) Chair, initiated a discussion in regards to the preparation of a **2012 Slate of Officers** to be presented to the LAB members at the LAB meeting scheduled to occur at 6:30 p.m. on January 4, 2012.
- Paul Hubbell indicated that he'd like to serve as Chair of the Library Advisory Board in 2012; Johnny Tse further indicated that he'd like to serve as Vice Chair.
- K. Deem announced the following 2012 Slate of Officers to be placed on the January 4, 2012, Library Advisory Board meeting agenda for consideration and approval:
  - ***Chair: Paul Hubbell;***
  - ***Vice Chair: Johnny Tse.***

#### **Agenda Item 5 - Friends of the Tempe Public Library Report**

- No report.

#### **Agenda Item 6 - Board Members' Announcements**

- Kirk Deem, Library Advisory Board Chair, reported that the Tempe City Clerk's Office accepted ***City of Tempe Boards and Commissions Applications*** through ***October 7, 2011***. Deem encouraged the Library Advisory Board (LAB) members to view additional information related to City of Tempe Boards and Commissions recruitment by visiting the following website: ***<http://www1.tempe.gov/clerk/>***.
- Kurtis Zinger reported that he was accepted to law school in Denver, Colorado; K. Zinger acknowledged that he will continue to serve as a member of the Library Advisory Board through May, 2012.

#### **Agenda Item 7 - Adjournment**

- Meeting adjourned at 7 p.m.

The next meeting of the Library Advisory Board is scheduled to take place at 6:30 p.m. on Wednesday, January 4, 2012, within the Tempe Public Library's lower-level Meeting Room B, 3500 S. Rural Road, Tempe, AZ, 85282.

Prepared by: Rachael Peterson

Reviewed by: Clay Workman

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Kirk Deem  
Library Advisory Board Chair